DATE: January 26, 2018

TO: LA’s Workforce Development System

FROM: Gerardo Ruvalcaba, Director Workforce Development System

SUBJECT: WDS INFORMATION BULLETIN NO. 18-08
2018 WORKSOURCE CENTER (WSC) OPERATORS REQUEST FOR PROPOSALS (RFP)

EFFECTIVE DATE
This bulletin is effective upon date of issue.

PURPOSE
The purpose of this bulletin is to notify the WorkSource Development System (WDS) of the release of the 2018 WorkSource Center Operators Request for Proposal (RFP) on Thursday, January 25, 2018.

The Economic and Workforce Development Department (EWDD) seeks to solicit proposals from organizations interested in providing services as both a one-stop operator and primary Workforce Innovation and Opportunity Act (WIOA) Title I adult and dislocated worker service provider in an America’s Job Center of California (AJCC), known locally as a WorkSource Center (WSC). Selected Proposers will enable the City of Los Angeles (City) to provide a full range of assistance and services through the AJCC under one roof to job seekers, including but not limited to workers who have been laid off, youth, incumbent workers, new entrants to the workforce, veterans, people with disabilities and employers.

The WorkSource (WSC) System was last procured in 2013 in which the system was redesigned to provide the City an opportunity to better align its employment services to high-demand industry sectors that offer living-wage career paths, while significantly increasing the enrollment of city residents into the system. The redesign also provided the city an opportunity to enhance the electronic infrastructure of the WDS by incorporating new technologies developed by the state and Local Workforce Development Areas (LWDAs), including CalJOBS™ and JobsLA.org.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.
Through the 2018 WSC Operators RFP, the City is seeking to improve and further target local workforce services to individuals lacking economic opportunity through the following three strategies:

1. Strengthen employer engagement through stronger connections with major economic drivers in the region and strengthening Industry Sector Strategies;

2. Target vulnerable populations with a geographic focus for increased participant outcomes; and

3. Strengthen the integration of services with key partners through a more strategic and purposeful collaboration.

RFP SPECIFICS

The full 2018 WorkSource Center (WSC) Operators RFP and all related documents and forms may currently be downloaded through the Los Angeles Business Assistance Virtual Network (BAVN) located at https://www.labavn.org/. Registration is required for access.

Proposer’s Conference – Tuesday, February 6, 2018 at 10:00 a.m. RSVP by Monday, February 5, 2018 via email to EWDD.Planning@lacity.org.

Mandatory “Notice of Intent to Submit Proposal” Deadline – Friday, February 9, 2018 by 12:00 Noon. Submit via email to: RFP.intenttopropose@lacity.org.

Technical Assistance – Wednesday, February 7, 2018 – Friday, March 2, 2018

Business Inclusion Program – Mandatory outreach required. See RFP page 48 and Appendix D for outreach instructions or https://www.labavn.org/.

RFP Submission Deadline – Thursday, March 8, 2018 no later than 5:00 p.m.

Submission Address – City of Los Angeles, Economic & Workforce Development Department, 1200 W. 7th Street, Los Angeles, CA 90017.

WDS CONTACT
If you have any questions or require further information related to this bulletin, please contact Christopher Rajakapse at (213) 744-7175, TTY (213) 744-9395. Please note that no questions or technical assistance will be provided specifically related to the RFP outside of the technical assistance period via email discussed above.

GR:CR:cg